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Project Period: 10/1/2015 - 9/30/2016

Forms Section**CASA of Gila County; Court Appointed Special Advocate / Coordinator**

Contract Number: -

Applicant Summary

Applicant Agency CASA of Gila County		Organizational Unit Gila County Superior Court	
Address 1400 E. Ash St.		Telephone (928) 425-3231	Extension or voice mail 8671
City Globe	State AZ	Facsimile (928) 402-0519	Web Site Address gilacountyaz.gov
Zip Code 85501-1483			
Payment Shipping Address 1400 E. Ash St.		Telephone (928) 425-3231	Extension or voice mail 8671
City Globe	State AZ	Zip Code 85501-1483	
Federal Employer Identification Number 86-6000444		Unemployment <input checked="" type="radio"/> Reimbursing <input type="radio"/> Contributing	
Is your agency enrolled in the Dun & Bradstreet Data Unification Numbering System (DUNS)?			
<input checked="" type="radio"/> Yes <input type="radio"/> No		If yes, provide the DUNS Number	074462102
Is your agency registered in the Central Contractor Registration (CCR) database?			
<input checked="" type="radio"/> Yes <input type="radio"/> No		If yes, provide the Commercial and Government Entity (CAGE) Number	3J6X2
Number of years agency has been providing victim services.		27	
Project Title Court Appointed Special Advocate / Coordinator			
Project Period 10/1/2015 - 9/30/2016			
Agency Type Detail Criminal Justice - Government - Court			
Faith-Based Organization:	No		
Project Contact Person Mr. Dan E McKeen		Title CASA Coordinator	
Address 714 S. Beeline Hwy Suite 104		Telephone (928) 474-7145	Extension or voice mail
City Payson	State AZ	Facsimile (928) 474-1752	Email Address dmckeen@courts.az.gov
Zip Code 85541-5719			
Civil Rights Contact Person Mr. Dan E McKeen		Title CASA Coordinator	
Address 714 S. Beeline Hwy Suite 104		Telephone (928) 474-7145	Extension or voice mail
City Payson	State AZ	Facsimile (928) 474-1752	Email Address dmckeen@courts.az.gov

Zip Code 85541-5719			
<input type="radio"/> Date Training Received		(mm/dd/yyyy)	
<input checked="" type="radio"/> Training to be scheduled			
Victim Compensation Coordinator Mr. Dan E McKeen		Title CASA Coordinator	
Address 714 S. Beeline Hwy Suite 104		Telephone (928) 474-7145	Extension or voice mail
City Payson	State AZ	Facsimile (928) 474-1752	Email Address dmckeen@courts.az.gov
Zip Code 85541-5719			
<input type="radio"/> Date Training Received		(mm/dd/yyyy)	
<input checked="" type="radio"/> Training to be scheduled			

Certification Information			
Project Director Name (Contract Signatory) Mr. Dan E McKeen		Title CASA Coordinator	
Address 714 S. Beeline Hwy Suite 104		Telephone (928) 474-7145	Extension or voice mail
City Payson	State AZ	Facsimile (928) 474-1752	Email Address dmckeen@courts.az.gov
Zip Code 85541-5719			
Financial Contact Name Mr. Dan E McKeen		Title CASA Coordinator	
Address 714 S. Beeline Hwy Suite 104		Telephone (928) 474-7145	Extension or voice mail
City Payson	State AZ	Facsimile (928) 474-7145	Email Address dmckeen@courts.az.gov
Zip Code 85541-5719			
Authorizing Official Name (Contract Signatory) Mr. Kendall Rhyne		Title Court Administrator	
Address 1400 E. Ash St.		Telephone (928) 425-3231	Extension or voice mail 8671
City Globe	State AZ	Facsimile (928) 402-0519	Email Address krhyne@courts.az.gov
Zip Code 85501-1483			

Service Impact and Victim Population	
This VOCA Grant will primarily be used to: (check one)	
<input type="radio"/> Expand services into a new geographic area <input type="radio"/> Offer new types of services <input type="radio"/> Serve additional victim populations <input checked="" type="radio"/> Continue existing services to crime victims <input type="radio"/> Other	

Purpose of VOCA Grant: (check one)

- ☐ Start up a new victim services project
☐ Continue a VOCA-funded victim project funded in a previous year
☒ Expand or enhance an existing project not funded by VOCA in the previous year
☐ Start up a new Native American victim services project
☐ Expand or enhance an existing Native American project

If awarded, these funds will support direct service staff providing services to the following victims:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Child Physical Abuse | <input type="checkbox"/> Economic Exploitation and Fraud |
| <input checked="" type="checkbox"/> Child Sexual Abuse | <input type="checkbox"/> Kidnapping |
| <input type="checkbox"/> DUI/DWI Crashes | <input type="checkbox"/> Stalking |
| <input type="checkbox"/> Domestic Violence | <input type="checkbox"/> ID Theft |
| <input type="checkbox"/> Adult Sexual Assault | <input type="checkbox"/> Arson |
| <input type="checkbox"/> Elder Abuse | <input type="checkbox"/> Burglary/Theft |
| <input type="checkbox"/> Adults Molested as Children | <input type="checkbox"/> Criminal Damage/Property Crimes |
| <input type="checkbox"/> Survivors of Homicide Victims | <input type="checkbox"/> Harassment (not DV or SA related) |
| <input type="checkbox"/> Robbery or Bank Robbery | <input type="checkbox"/> Other Violent Crimes: |
| <input type="checkbox"/> Assault | <input type="checkbox"/> Other: |

Service Identification

VOCA Funded Services

- | | |
|--|--|
| <input type="checkbox"/> Crisis Counseling (In-Person) | <input checked="" type="checkbox"/> Criminal Justice Support/Advocacy |
| <input checked="" type="checkbox"/> Follow-up Contact | <input type="checkbox"/> Emergency Financial Assistance |
| <input type="checkbox"/> Therapy | <input type="checkbox"/> Emergency Legal Advocacy |
| <input type="checkbox"/> Crisis Counseling via phone/hotline | <input checked="" type="checkbox"/> Assistance in Filing Compensation Claims |
| <input type="checkbox"/> Group Treatment/Support (In-Person) | <input checked="" type="checkbox"/> Personal Advocacy |
| <input type="checkbox"/> Shelter/Safe House | <input type="checkbox"/> Telephone contact (information & referral) |
| <input checked="" type="checkbox"/> Information, Referral & Connection | <input type="checkbox"/> Other (specify): |

StaffingDoes your agency utilize volunteers? Yes ☒ No ☐If no, is there a waiver in place? Yes ☐ No ☒

If awarded, estimate the number of VOCA funded full-time equivalent staff, number of volunteers and total volunteer hours devoted to the VOCA program.

Full-Time Equivalent Staff	Number of Volunteers	Number of Total Volunteer Hours
1.37	25	4,113

Financial Information

Applicant Agency Fiscal Year:

- ☐ October 1 - September 30
☐ January 1 - December 31
☒ July 1 - June 30
☐ Other:

Accounting Method

- ☒ Cash ☐ Accrual

Office of Management and Budget Circular A-133 Audit: ☐ Required ☒ Not Required

CASA of Gila County is a non-Federal entity that will expend less than \$750,000 in our fiscal year and therefore exempt from Federal audit requirements. However our records are kept by the Gila County Finance Department in accordance with Minimum Accounting Standards. Audits are completed by a independent contractor.

Jurisdiction

Service Area

county in which the main office is located
county(ies) in your agency service area

- | | | | | |
|-----------------------------------|---------------------------------------|---|--|----------------------------------|
| <input type="checkbox"/> Apache | <input type="checkbox"/> Cochise | <input type="checkbox"/> Coconino | <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Gila | <input type="checkbox"/> Graham |
| <input type="checkbox"/> Greenlee | <input type="checkbox"/> La Paz | <input type="checkbox"/> Maricopa | <input type="checkbox"/> Mohave | <input type="checkbox"/> Navajo |
| <input type="checkbox"/> Pima | <input type="checkbox"/> Pinal | <input type="checkbox"/> Santa Cruz | <input type="checkbox"/> Tribal/Reservation Only | <input type="checkbox"/> Yavapai |
| <input type="checkbox"/> Yuma | <input type="checkbox"/> McKinley, NM | <input type="checkbox"/> Washington, UT | | |

US Congressional Districts

- | | | | |
|--|-------------------------------------|-------------------------------------|--|
| <input checked="" type="checkbox"/> District 1 | <input type="checkbox"/> District 2 | <input type="checkbox"/> District 3 | <input checked="" type="checkbox"/> District 4 |
| <input type="checkbox"/> District 5 | <input type="checkbox"/> District 6 | <input type="checkbox"/> District 7 | <input type="checkbox"/> District 8 |
| <input type="checkbox"/> District 9 | | | |

Prorate VOCA project funds allocated to:

98%	\$60,554	Child Physical Abuse	0%	\$0	Economic Exploitation and Fraud
2%	\$1,236	Child Sexual Abuse	0%	\$0	Kidnapping
0%	\$0	DUI/DWI Crashes	0%	\$0	Stalking
0%	\$0	Domestic Violence	0%	\$0	ID Theft
0%	\$0	Adult Sexual Assault	0%	\$0	Arson
0%	\$0	Elder Abuse	0%	\$0	Burglary/Theft
0%	\$0	Adults Molested as Children	0%	\$0	Criminal Damage/Property Crimes
0%	\$0	Survivors of Homicide Victims	0%	\$0	Harassment (not DV or SA related)
0%	\$0	Robbery or Bank Robbery	0%	\$0	Other Violent Crimes
0%	\$0	Assault	0%	\$0	Other

Source of Funding - Fiscal Year Budget

Description	Funding Type	10/1/2014 - 9/30/2015	10/1/2015 - 9/30/2016
VOCA	FEDERAL	\$0	\$61,790
AZ Supreme Court / CASA of Arizona	STATE	\$78,917	\$82,181
AZ Supreme Court / Court Improvement	STATE	\$15,789	\$16,228
Total Victim Services Budget		\$94,706	\$160,199

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Project Period: 10/1/2015 - 9/30/2016

Narratives Section

CASA of Gila County; Court Appointed Special Advocate / Coordinator

Contract Number: -

Victim Services Summary

Mission Statement

Court Appointed Special Advocates (CASA) of Gila County: Our mission is to advocate for the best interest of abused and neglected children who are involved in the juvenile dependency courts. We promote and support community-based volunteers, certified by the Arizona Supreme Court, who provide quality advocacy to help assure each child victim a safe, permanent, nurturing home.

Victim Statistics

In the 2014 calendar year, 18 Gila County Court Appointed Special Advocates provided direct advocacy services to 50 child victims, which is a fraction of the 226 abused children in Gila County who needed a CASA volunteer during that same time period. Of the 50 children served, 45 were victims of Child Abuse and 5 were victims of Child Sexual Abuse. Because there are not enough CASA Volunteers to represent all of the children in care, judges typically assign our CASAs to their most difficult cases. One hundred percent (100%) of the children served by CASA of Gila County have suffered child abuse.

Agency Profile

Court Appointed Special Advocates (CASA) of Gila County Region Served: Gila County, Arizona including the incorporated towns of Globe, Miami, Hayden, Winkelman, Payson, Star Valley and 41 unincorporated communities. Victim Population Served: Abused dependent children in Gila County from birth to age 18. Victim Services Offered: Gila County's Court Appointed Special Advocates provide the following services to child victims:

- Visits with the child victim regularly
 - Reviews the social service agency and Court records
 - Gathers information about the victim child from parents, caregivers, social workers, teachers, and anyone else important in the child's life
 - Identifies family and community resources that can help meet the child's needs including assistance in filing Victim Compensation Claims
 - Problem solves with the professionals involved in the child's case
 - Prepares written reports for Court hearings
 - Participates in Court hearings
 - Participates in team meetings
 - Provides testimony to the Court if requested
 - Ensures that the child's wishes are known to the judge
 - Meets regularly with the CASA Coordinator for support, training and guidance on the child's case
 - Keeps the focus on the child until he/she is in a safe, stable permanent home
 - Maintains confidentiality at all times
- The CASA Coordinator Recruits, Screens, Trains and Manages Court Appointed Special Advocates. CASA of Gila County Contact Information: Payson CASA Office Dan McKeen / Coordinator 714 S. Beeline Hwy Suite 104 Payson, AZ 85541 928 474-7146 928 474-1752 fax Globe CASA Office Dan McKeen / Coordinator 1100 E. Monroe St. Suite 200 Globe, AZ 85501 928 425-7971 ext 27 928 425-9638 fax Email: dmckeen@courts.az.gov Web Site: www.casaofgilacounty.org

Volunteer Detail

Volunteer Detail

The CASA program would cease to exist without volunteers, therefore recruitment is an ongoing activity conducted by the CASA Coordinator. Methods used are print & radio advertisement, public information & educational programs, networking with other child service organizations & civic groups, social media & marketing materials. Prospective volunteers are interviewed & screened by the CASA

Coordinator. The initial two hour interview consists of a standard set of questions. Those questions and any staff concerns are addressed again by a Polygraph examination. Fingerprint & Criminal History checks are conducted by AZ DPS. Three personal references are polled by a written questionnaire. All prospective volunteers must complete 30 hrs of initial training to be certified as a Court Appointed Special Advocate. 7.5 hrs "Getting Started" Manual, 3.5 hrs independent reading, 4 hrs in-person. 15 hrs, two day Academy in-person. 7.5 hrs "Beyond the Basics" Manual, 3.5 hrs independent reading, 4 hrs in-person. Certified volunteers are required to have 12 hrs in service training annually. CASA Volunteers are assigned to and advocate for victims of child abuse by investigation and written reports to the dependency court judge. All reports are reviewed by the CASA Coordinator. Volunteers are required to abide by Minimum Performance Standards and are supervised by the CASA Coordinator. Yearly performance evaluations are completed for all victim advocates.

Problem Statement and Service Needs

Problem Statement

Child abuse victims in southern Gila County are underserved. Court Appointed Special Advocates are community volunteers that advocate for the best interest of abused children. The CASA Coordinator in Gila County is responsible for the recruitment, screening, training and management of volunteers. The CASA program in Gila County consists of one CASA Coordinator and one Support Staff for a county that covers 4,757 square miles. CASA of Gila County maintains two offices, Payson (north) and Globe (south) that are 81 miles apart. Program history has shown that wherever the Coordinator resides is where the program flourishes. Today, in southern Gila County, there are 101 child abuse victims in out of home care. Only 8 of those children are currently being served by an advocate due to a lack of volunteers. Southern Gila County child abuse victims need a CASA Coordinator in their area to recruit, screen, train, and manage victim advocates. The CASA program in Gila County does not have a transportation vehicle. Every 162 mile round trip between Payson and Globe is completed in a rented vehicle. The current budget only allows for one trip per week. The CASA Coordinator does not have a vehicle or transportation budget for the daily support and recruitment of CASA volunteers, whose primary purpose is to provide direct services to child abuse victims.

Service Needs/Supporting Data

CASA volunteers make every effort to ensure that the abuse and neglect the children originally suffered at home does not continue as abuse and neglect at the hands of the system. In the last five years, Arizona has experienced a 68% increase in the number of children entering out-of-home care. For more than 27 years, CASA volunteers in Gila County have given abused and neglected children a desperately needed voice; yet, only 22% of the children in need were assigned a CASA in 2014, due to a lack of volunteers. Today in Northern Gila County 56 children are in out of home care, 23 of those children (41%) are being served by 14 Court Appointed Special Advocates. Northern Gila County accounts for approximately 58% of the total county population. Today in Southern Gila County 101 children are in out of home care, 8 of those children (8%) are being served by 4 Court Appointed Special Advocates. Southern Gila County accounts for approximately 42% of the total county population. Gila County's CASA Coordinator resides in Northern Gila County. As you can see from the numbers above, the CASA program flourishes where the Coordinator resides. Southern Gila County child abuse victims also need a CASA Coordinator in their area to recruit, screen, train, and manage victim advocates, whose primary purpose is to provide direct services to those child abuse victims. The DPS-VOCA funded project will provide a CASA Coordinator for Southern Gila County and a transportation budget for both Coordinators to perform the necessary duties to recruit, screen, train, and manage victim advocates. Supporting Data: CASA volunteers handle just 1 or 2 cases at a time, so that they can give each child's case the sustained, personal attention he or she deserves.(i) Children with CASA volunteers spend 7.5 months less in foster care, experience fewer out of home placements and have significantly improved educational performance.(ii) More than 90% of children with CASA volunteers never reenter the child welfare system, a significant difference compared to the general foster care population. This outcome also results in significant savings in child welfare expenses.(iii) Complex cases receive more attention so they can move forward in a timely way. CASA volunteers are typically appointed to the more complex children's cases - those where there are multiple risk factors which must be fully understood in order to make a placement decision that will be in the child's best interests.(iv) More effective use of service dollars. Children with CASA volunteers receive more court ordered services and because of the volunteer's detailed knowledge of

the child's circumstances, those services are more carefully targeted and monitored.(v) (i)Caliber Associates, National CASA Association Evaluation Project, Fairfax, Virginia, 2004. (ii)Calkins and Miller, The Effectiveness of Court Appointed Special Advocates to Assist in Permanency Planning, 1999 and Waxman, Houston, Profilet & Sanches, The Long-Term Effects of the Houston Child Advocates Inc. Program on Children and Family Outcomes, Child Welfare, vol. 88 #6, pp. 25 - 48, Child Welfare League of America, Nov/Dec 2009. (iii)Office of the Inspector General, Audit Report 07-04, National Court Appointed Special Advocate Program, December 2006. (iv)Evaluation of Court Appointed Special Advocate/Guardian ad Litem Volunteer Impact, Organizational Research Services, September, 2005. (v)Office of the Inspector General, op. cit. CASA of Gila County does not have a vehicle. The limited travel budget allows for one round trip (162 mi) between Payson (north) and Globe (south) each week. The trip is completed with a rented vehicle. All local travel to assist with victim services and support is completed by the CASA Coordinator in his personal vehicle without compensation. CASA of Gila County needs additional monies for the travel budget to serve child abuse victims.

Project Summary

Project Summary

The DPS-VOCA funded project will provide a CASA Coordinator for Southern Gila County to recruit, screen, train and manage volunteer advocates who provide direct services to child abuse victims. The funds will pay for wages, benefits, training and travel. The project will also fund a transportation budget for both Gila County Coordinators to perform their necessary responsibilities. Those travel responsibilities include advocate training events, public speaking engagements for recruitment efforts, meeting with advocates in the field, victim court hearings, foster care review boards, department of child safety meeting and etc.

Interagency Coordination

Formal
Agreement
Y or N

Partnering Agency: Department of Child Safety (DCS)

Applicant Agency Services/Activities: CASA volunteers monitor the progress of child abuse victims in foster or relative care. They provide advocacy to ensure appropriate services and service needs are provided to children in DCS care. Volunteers collaborate with DCS Specialists regarding case progress, work with therapists and doctors regarding behavioral health and medical issues, review case records, interview the child and the parties in the case.

☒ Y
☐ N

Partnering Agency: Office of the Arizona Attorney General

Applicant Agency Services/Activities: As mandated by statute, a CASA Coordinator reviews every dependency petition filed by the Office of the Attorney General, on behalf of the Department of Child Safety. Coordinators screen each petition to determine suitability for CASA assignment, and suitability for a particular CASA volunteer. In 2014, 226 child abuse victims were eligible for CASA assignment in Gila County.

☒ Y
☐ N

Partnering Agency: Gila County Superior Court / Juvenile Division

Applicant Agency Services/Activities: CASA volunteers are appointed by judges to make sure child victims don't get lost in the overburdened legal and social service system or languish in inappropriate group or foster homes. Volunteers stay with each case until it is closed and the child is placed in a safe, permanent home. For many abused children, their CASA volunteer will be the one constant advocate in their lives. CASA volunteers comply with Arizona Rules of Juvenile Court, Arizona Statutes, Administrative Orders, and Program Policies and Procedures. Volunteers participate in the formulation of any agreement, stipulation, or case plan entered into regarding the child victim and provide input to subsequent revisions. Once equipped with all of this

☒ Y
☐ N

information, a CASA volunteer then provides his or her recommendations directly to a judge regarding what is in the best interest of these children.

Community Collaboration

- Group Name:** Southern Gila County Multi-Disciplinary Team
- Group Purpose:** Multidisciplinary teams are groups of professionals from diverse disciplines who come together to provide comprehensive assessment and consultation in abuse cases.
- Applicant Agency Role:** CASA of Gila County is team member with the Southern Gila County Multi-Disciplinary Team. We collaborate with team members to make recommendations and case plans for our assigned child victims. Our focus is their safety, access to quality mental and physical health care, education and a safe and nurturing home.
- Group Name:** Northern Gila County Multi-Disciplinary Team
- Group Purpose:** Multidisciplinary teams are groups of professionals from diverse disciplines who come together to provide comprehensive assessment and consultation in abuse cases.
- Applicant Agency Role:** CASA of Gila County is team member for the Northern Gila County Multi-Disciplinary Team. We collaborate with team members to make recommendations and case plans for our assigned child victims. Our focus is their safety, access to quality mental and physical health care, education and a safe and nurturing home.
- Group Name:** Retired and Senior Volunteer Program (RSVP)
- Group Purpose:** RSVP is designed to help individuals age 55 and older effectively volunteer their time, skills, and experience to help non-profit organizations, medical centers, and local government agencies address critical community needs.
- Applicant Agency Role:** RSVP and CASA work together to develop quality volunteer victim advocates for abused children. Together we coordinate recruitment, screening, orientation and training for prospective advocates age 55 and over. CASA collects and reports data on volunteer services to measure volunteer impact on community needs.

Performance Measures

Project Focus

- ☒ Child Abuse
- ☐ Domestic Violence
- ☐ Sexual Assault
- ☐ Sexual Assault Hotline
- ☐ Victim Witness
- ☐ Other -

Performance Measure Detail

Goal

Assist victims to understand and participate in the criminal [justice] system

Performance Measures

Input

Measure	FY 2014	Projected FY 2016
Number of victims requesting service	# 226	240

Output

Number of victims receiving services	# 50	70
Number of CASA volunteer applications received.	# 6	15
Number of child abuse cases screened for a Court Appointed Special Advocate.	# 32	40

Outcome**Outcome - Other**

# and % of child victims receiving personal advocacy at every court hearing.	#	50	70
	%	22	29
# and % of CASA volunteers assigned to a child abuse victim.	#	16	24
	%	80	90
# and % of child abuse cases being served by a Court Appointed Special Advocate.	#	18	25
	%	19	26

Quality

Specific Satisfaction #1: % of staff team members reporting satisfactory cooperation within the agency. % 0 80

General Satisfaction #1: % of victims reporting overall satisfaction with services. % 0 80

Quality - Other

% of child abuse victims who receive a written report to the court with information and recommendations based on the child's best interest. % 22 29

% of children being served by a Court Appointed Special Advocate. % 22 29

Activities

The CASA will act as an independent gatherer of information whose task it is to review all relevant records, interview the child, parents, social workers, teachers and other persons to ascertain the facts and circumstances of the child's situation.

The CASA will explain the court proceedings and role of the CASA to the child, when appropriate, in language and terms the child can understand.

The CASA will provide written reports of finding and recommendations to the court at each hearing to assure all the relevant facts are before the court.

The CASA will ask that clear and specific court orders are entered for the evaluation, assessment, services, placement, and treatment of the child.

The CASA will monitor implementation of the service plan and court orders to determine whether services ordered by the court are actually provided in a timely manner, and are accomplishing their desired goal.

The CASA will monitor the progress of a case through the court process and advocate for timely hearings.

The CASA will inform the court promptly if services are not being made available to the child victim.

The CASA Coordinator will recruit volunteer advocates through proven marketing strategies, including but not limited to radio and print advertisement, public speaking engagements, community forms, and social media.

The CASA Coordinator will manage and support volunteer advocates with training, support meetings, mentoring, and report editing.

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Project Period: 10/1/2015 - 9/30/2016

Budget Section

CASA of Gila County; Court Appointed Special Advocate / Coordinator

Contract Number: -

Budget Summary

Budget Line Item	VOCA Federal Amount	Match Amount	Total Project Amount
Salaries and Wages	\$41,432	\$15,448	\$56,880
Fringe Benefits	\$16,955	\$0	\$16,955
Travel	\$1,060	\$0	\$1,060
Professional and Outside Services	\$0	\$0	\$0
Equipment	\$0	\$0	\$0
Other Operating Expenses	\$2,343	\$0	\$2,343
Current Totals	\$61,790	\$15,448	\$77,238
Current Percentages	80%	20%	100%

Match

Match Line Item	Category	Match Source	Match Type	Amount
Dan McKeen	Salaries and Wages	AZ State CASA / Lottery Money	Cash	\$15,448.00
Total				\$15,448.00
Current Cash Match		Current In-Kind Match	Current Total Match	
\$15,448		\$0	\$15,448	

Salaries and Wages

Name and Title	Calculated Salary	VOCA Federal Amount	Match Amount	Total Project Amount
Dan McKeen - CASA Volunteer Coordinator / Non-Exempt	15,448	\$0	\$15,448	\$15,448
Vacant Vacant - CASA Volunteer Coordinator / Non-Exempt	41,432	\$41,432	\$0	\$41,432
Total Salaries and Wages		\$41,432	\$15,448	\$56,880

Personnel Budget Detail Worksheet

Status	<input checked="" type="radio"/> Existing position/staffed		<input type="radio"/> Existing position/vacant		<input type="radio"/> New position
Salutation	First Name	Middle Initial	Last Name		
Mr.	Dan		McKeen		
Title	CASA Volunteer Coordinator / Non-Exempt				
Educational Requirement	B.A.				
Employment Begin Date	10/1/2015		Employment End Date 9/30/2016		
	1st Quarter 10/1 - 12/31	2nd Quarter 1/1 - 3/31	3rd Quarter 4/1 - 6/30	4th Quarter 7/1 - 9/30	Total
Salary					
Rate per hour	\$19.92	\$19.92	\$19.92	\$19.92	
VOCA and Match hours per quarter	193.88	193.88	193.88	193.88	775.52
Non-VOCA hours per quarter	0	0	0	0	0

Total gross wages	\$3,862	\$3,862	\$3,862	\$3,862	\$15,448
FICA (7.65% of salary)	Calculated Maximum FICA:		\$1,181	FICA	\$0
Unemployment In the Applicant Summary Page you are listed as a Reimbursing agency. Unemployment therefore is equal to zero.	\$0				
Worker's Compensation (Rate \$0 per \$100)	Calculated Maximum Worker's Compensation:		\$0	Worker's Compensation	\$0
Health Insurance	\$0	\$0	\$0	\$0	\$0
Dental Insurance	\$0	\$0	\$0	\$0	\$0
Disability Insurance	\$0	\$0	\$0	\$0	\$0
Life Insurance	\$0	\$0	\$0	\$0	\$0
Professional Malpractice Insurance	\$0	\$0	\$0	\$0	\$0
Total					\$15,448
Status	<input type="radio"/> Existing position/staffed		<input type="radio"/> Existing position/vacant		<input checked="" type="radio"/> New position
Salutation	First Name		Middle Initial	Last Name	
	Vacant			Vacant	
Title	CASA Volunteer Coordinator / Non-Exempt				
Educational Requirement	B.A.				
Employment Begin Date	10/1/2015		Employment End Date 9/30/2016		
	1st Quarter 10/1 - 12/31	2nd Quarter 1/1 - 3/31	3rd Quarter 4/1 - 6/30	4th Quarter 7/1 - 9/30	Total
Salary					
Rate per hour	\$19.92	\$19.92	\$19.92	\$19.92	
VOCA and Match hours per quarter	520	520	520	520	2080
Non-VOCA hours per quarter	0	0	0	0	0
Total gross wages	\$10,358	\$10,358	\$10,358	\$10,358	\$41,432
FICA (7.65% of salary)	Calculated Maximum FICA:		\$3,169	FICA	\$3,169
Unemployment In the Applicant Summary Page you are listed as a Reimbursing agency. Unemployment therefore is equal to zero.	\$0				
Worker's Compensation (Rate \$0.14 per \$100)	Calculated Maximum Worker's Compensation:		\$58	Worker's Compensation	\$58
Health Insurance	\$2,075	\$2,075	\$2,075	\$2,075	\$8,300
Dental Insurance	\$0	\$0	\$0	\$0	\$0
Disability Insurance	\$152	\$152	\$152	\$152	\$608
Life Insurance	\$0	\$0	\$0	\$0	\$0
Professional Malpractice Insurance	\$0	\$0	\$0	\$0	\$0
Arizona State Retirement	\$1,205	\$1,205	\$1,205	\$1,205	\$4,820
Total					\$58,387

Volunteer Worksheet**Fringe Benefits**

Name	Description	Calculated Amount	VOCA Federal Amount	Match Type	Match Amount	Total Project Amount
Vacant Vacant	FICA	\$3,169	\$3,169	Cash	\$0	\$3,169
Vacant Vacant	Workers Compensation	\$58	\$58	Cash	\$0	\$58
Vacant Vacant	Health Insurance	\$8,300	\$8,300	Cash	\$0	\$8,300
Vacant Vacant	Disability Insurance	\$608	\$608	Cash	\$0	\$608
Vacant Vacant	Arizona State Retirement	\$4,820	\$4,820	Cash	\$0	\$4,820
Total Fringes		\$16,955	\$16,955		\$0	\$16,955

Travel

Description	Number of Miles	Mileage Rate	Calculated Total	VOCA Federal Amount	Match Type	Match Amount	Total Project Amount
CASA Coordinator Travel for Victim Service	2080	\$0.51	\$1060	\$1060	Cash	\$0	\$1060
Total Travel				\$1060		\$0	\$1060

Training and Related Travel

Description/Conference	Calculated Total	VOCA Federal Amount	Match Type	Match Amount	Total Project Amount
CASA Coordinator Training	\$92	\$92	Cash	\$0	\$92
CASA Academy / Required Training for Coordinator	\$355	\$355	Cash	\$0	\$355
Total Training and Related Travel		\$447		\$0	\$447

Training and Related Travel Detail

Description/Conference	Airfare	Mileage	Registration Fee	Lodging Cost	Meals Cost	Number of Days	Calculated Total
CASA Coordinator Training	\$0	\$92	\$0	0	\$0	1	\$92
CASA Academy / Required Training for Coordinator	\$0	\$125	\$0	180	\$50	2	\$355
Total Training and Related Travel Detail							\$447

Professional and Outside Services

Name/Affiliation/Address	Hourly or Daily	Hourly or Daily Salary Rate	Hours or Days Devoted	Calculated Amount	VOCA Federal Amount	Match Type	Match Amount	Total Project Amount
Contractual rates may not exceed 81.25 per hour or 650 per day.				Total Contractual	\$0		\$0	\$0

Contractor Information

No Contractors Exist

Equipment

Item	Quantity	Purchase Price	VOCA Federal Amount	Match Type	Match Amount	Total Project Amount
Total Equipment				0	0	0

Other Operating Expenses**Rent**

Description	Number of Months	Amount Per Month	Calculated Total	VOCA Federal Amount	Match Type	Match Amount	Total Amount
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Utilities

Description	Number of Months	Amount Per Month	Calculated Total	VOCA Federal Amount	Match Type	Match Amount	Total Amount
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Supplies & Materials

Description	Number of Months	Amount Per Month	Calculated Total	VOCA Federal Amount	Match Type	Match Amount	Total Amount
Office Supplies / Paper / Toner	12	\$40	480	\$480	Cash	\$0	\$480

Communication Costs

Type of Communication	Number of Months	Amount Per Month	Calculated Total	VOCA Federal Amount	Match Type	Match Amount	Total Amount
Cell Phone / County Rate	12	\$54	648	\$648	Cash	\$0	\$648

Printing

Description	Amount Requested	VOCA Federal Amount	Match Type	Match Amount	Total Amount
Brochures / Victim Advocacy	\$408	\$408	Cash	\$0	\$408

Emergency Expenses

Description	Amount Requested	VOCA Federal Amount	Match Type	Match Amount	Total Amount
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Other Expenses

Description	Number of Months	Amount Per Month	Calculated Total	VOCA Federal Amount	Match Type	Match Amount	Total Amount
Postage / Delivery Services	12	\$30	360	\$360	Cash	\$0	\$360

Total Other Expenses **\$1,896** **\$0** **\$1,896**

Budget Prioritization and Justification**Refer to Instructions screen to complete this section.**

#1 CASA Volunteer Coordinator. This Coordinator position will be %100 devoted to the recruiting, screening, training and managing of volunteer advocates who provide direct services to child victims of physical and sexual abuse, criminal neglect, and abandonment. The requested monies for this position were based on the salary and benefit package of the current CASA Coordinator. Child abuse victims in southern Gila County are under-served. Court Appointed Special Advocates are community volunteers that advocate for the best interest of abused children. The CASA Coordinator in Gila County is responsible for the recruitment, screening, training and management of volunteers. The CASA program in Gila County consists of one CASA Coordinator and one Support Staff for a county that covers 4,757 square miles. CASA of Gila County maintains two offices, Payson (north) and Globe (south) that are 81 miles apart. Program history has shown that wherever the Coordinator resides is where the program flourishes. Today, in southern Gila County, there are 101 child abuse victims in out of home care. Only 8 of those children are currently being served by an advocate due to a lack of volunteers. Southern Gila County child abuse victims need a CASA Coordinator in their area to recruit, screen, train, and manage victim advocates. CASA volunteers make every effort to ensure that the abuse and neglect the children originally suffered at home does not continue as abuse and neglect at the hands of the system. In the last five years, Arizona has experienced a 68% increase in the number of children entering out-of-home care. For more than 27 years, CASA volunteers in Gila County have given abused and neglected children a desperately needed voice; yet, only 22% of the children in need were assigned a CASA in 2014, due to a lack of volunteers.

Today in Northern Gila County 56 children are in out of home care, 23 of those children (41%) are being served by 14 Court Appointed Special Advocates. Northern Gila County accounts for approximately 58% of the total county population. Today in Southern Gila County 101 children are in out of home care, 8 of those children (8%) are being served by 4 Court Appointed Special Advocates. Southern Gila County accounts for approximately 42% of the total county population. Gila County's CASA Coordinator resides in Northern Gila County. As you can see from the numbers above, the CASA program flourishes where the Coordinator resides. Southern Gila County child abuse victims also need a CASA Coordinator in their community to recruit, screen, train, and manage victim advocates, whose primary purpose is to provide direct services to child abuse victims. The DPS-VOCA funded project will provide a CASA Coordinator for Southern Gila County.

Refer to Instructions screen to complete this section.

#1 Travel \$1060 CASA of Gila County does not have a vehicle. The limited travel budget allows for one round trip (162 mi) between Payson (north) and Globe (south) each week. The trip is completed with a rented vehicle. All local travel to assist with victim services and support is completed by the CASA Coordinator in his personal vehicle without compensation. CASA of Gila County needs additional monies for the travel budget to serve child abuse victims. The amount was calculated as follows: 2 CASA Coordinators traveling locally in their community, 20 miles each week, times 52 weeks = 2080 miles, times .51 per mile = \$1,060. #2 Office Supplies \$480 Paper, toner, labels, envelopes and etc. are needed for the daily operation of the CASA office to support volunteers that provide direct service to victims. This amount was prorated from the \$966 that the CASA office spent in 2014 for office supplies. #3 Training and Related Travel \$447 There are two mandatory training's to become a CASA Coordinator. One is CASA Coordinator Training offered in Phoenix, AZ, 180 miles round trip at .51 per mile equals \$92. The other training is the 2 day CASA Academy offered in Phoenix, AZ. Mileage \$115, Meals \$50, Lodging \$190 equals \$355. #4 Printing \$408 CASA Brochures for volunteer recruitment and education are effective tools for the recruitment of child advocates. The \$408 was prorated from the \$1200 printing budget for FY2014. #5 Postage & Delivery Services \$360 The CASA office still uses the United States Postal Service (USPS) for the mailing of court documents related to child abuse victim cases. Confidentiality is believed to be better kept with the USPS than with email communication and attached documents. The \$360 yearly amount is prorated from the \$500 budget for FY 2014. #6 Cell Phone \$648 CASA Coordinators make themselves available to Volunteer Advocates as they serve child victims. A cell phone facilitates that process and is very useful in the field. \$54 a month is the contracted rate with Verizon for Gila County. This price includes the phone and monthly service. The current CASA Coordinator in Payson is issued a cell phone.

Refer to Instructions screen to complete this section.

The current CASA Coordinator's wages will be used for the match requirement. These funds are accessed through the Arizona Supreme Court, State CASA Program and originate from unclaimed Arizona Lottery monies. The current CASA Coordinator will be used to recruit, hire, train and manage the new CASA Coordinator. The current CASA Coordinator will also be responsible for record keeping, management and reporting for the DPS-VOCA Assistance Grant.

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Project Period: 10/1/2015 - 9/30/2016

Position Descriptions**CASA of Gila County; Court Appointed Special Advocate / Coordinator**

Contract Number: -

Mr. Dan McKeen - CASA Volunteer Coordinator / Non-Exempt

CASA Volunteer Coordinator: This position funded by AZ State Lottery Monies. Recruit, screen, train and manage volunteer advocates who provide direct services to child abuse victims. Recruit volunteers through marketing strategies, media, public speaking engagements, community forms; Screen volunteer applicants by personal interview and background investigation; Identify advocate training needs, develop, provide and monitor training to all advocates; Manage by monitoring CASA activities, review and edit advocate court reports, advise and assist for case management, match advocates to victims, data collection for performance evaluation. Minimum Qualifications: Bachelor's degree in Psychology, or Sociology, or Social Work, or Public Service or equivalent; Two (2) years experience, or equivalent combination of education, training and experience; Valid Arizona Driver's License. This position reports directly to the Deputy Court Administrator (currently vacant). Court Administrator Kendall Rhyne is the current contact.

Vacant Vacant - CASA Volunteer Coordinator / Non-Exempt

CASA Volunteer Coordinator: Recruit, screen, train and manage volunteer advocates who provide direct services to child abuse victims. Recruit volunteers through marketing strategies, media, public speaking engagements, community forms; Screen volunteer applicants by personal interview and background investigation; Identify advocate training needs, develop, provide and monitor training to all advocates; Manage by monitoring CASA activities, review and edit advocate court reports, advise and assist for case management, match advocates to victims, data collection for performance evaluation. Minimum Qualifications: Bachelor's degree in Psychology, or Sociology, or Social Work, or Public Service or equivalent; Two (2) years experience, or equivalent combination of education, training and experience; Valid Arizona Driver's License. This position reports directly to the Deputy Court Administrator (currently vacant). Court Administrator Kendall Rhyne is the current contact.

No Volunteers Currently Used as Match.[Main Menu](#) | [Change Password](#)